

CLASS SPECIFICATION
County of Fairfax, Virginia

CLASS CODE: 4149 **TITLE:** CHIEF ANIMAL CONTROL OFFICER **GRADE:** P-26

DEFINITION:

Under limited supervision, manages the activities of the animal control function and assists the Police Captain (Commander of Animal Control) in the administration and planning of department activities; supervises the Animal Control Officers and administrative staff; and performs related work as required.

DISTINGUISHING CHARACTERISTICS OF THE CLASS:

This is first management level and the second level of supervision within the animal control functional area. This class differs from Animal Control Officer III in that the Animal Control Officers III serves as the first-level supervisor over the Department's Animal Control Officers.

ILLUSTRATIVE DUTIES:

Plans and directs the activities of personnel engaged in the enforcement of state and local animal control laws and ordinances;
Supervises radio communications in compliance with F.C.C. regulations;
Trains subordinates in the use of immobilizing drugs and equipment;
Cooperates with the State Commission of Game and Inland Fisheries in control and disposition of wildlife;
Testifies in court concerning the issuance of citations for violations of animal control laws and ordinances;
Maintains chemical and firearm discharge reports and sodium pentobarbital use sheets;
Oversees the drug inventory and is signatory authority for the Commonwealth of Virginia, Board of Pharmacy, and Controlled Substance Registration;
Advises subordinates on difficult problems and responses to public complaints;
Participates in conferences and meetings concerning wildlife and animal control issues;
Talks before citizen groups interested in wildlife issues, wild game management and animal vaccinations.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:

Knowledge of techniques involved in the control and capture of dogs, cats, and other animals, including wild game any of which may be diseased or vicious;
Knowledge of pertinent laws, regulations, and ordinances;
Knowledge of and ability to train in the use of immobilizing drugs and equipment;
Ability to plan and direct the work of others;
Ability to deal effectively with the public.

EMPLOYMENT STANDARDS:

Any combination of education, experience, and training equivalent to:

High school graduation or a G.E.D. issued by a state department of education; PLUS

Three years experience in animal control activities, including two years in a supervisory capacity comparable to Animal Control Officer III.

CERTIFICATES AND LICENSES REQUIRED:

Possession of a valid Motor Vehicle Driver's License;

Certification in the use of controlled substances for the euthanasia of animals;

Certification in firearms proficiency;

Certificate in chemical immobilization;

Certification of in-service training mandated by Title 3.1, Chapter 27.4 of the Code of Virginia.

REVISED: April 17, 2001

REVISED: October 19, 1992

REVISED: April 15, 1985